## Graduate Council Report
### JoAnne M. Saxe, Health Sciences Clinical Professor
### SON Representative
### Date of Report: May 16, 2011

<table>
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<th>Current Topics</th>
<th>Description</th>
<th>Action or Decision</th>
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<td>1. Graduate Dean Patricia Calarco, PhD</td>
<td>Stepping down from her post in October, 2011</td>
<td>Plans for searching for a new Dean are forthcoming.</td>
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<td>2. UCSF Interprofessional health post baccalaureate certificate program</td>
<td>The aims and objective of this program are to assist disadvantaged students prepare for successful matriculation to dental, medical or pharmacy school.</td>
<td>Decision deferred: Need additional information for approval as a campus-wide post-bacc. certificate program has significant cost implications.</td>
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<td>3. Advanced training in translational research and discovery certificate proposal</td>
<td>The major overall objective of this certificate proposal is to provide recognition for Ph.D. students who complete the curriculum of the UCSF GEMS (Graduate Education in Medical Science) Training Program. The goal of the UCSF Med into Grad (MIG) Program is to inspire and train a cadre of Ph.D. researchers with an appreciation for and skill in performing collaborative research to advance human health by bridging the gap between basic scientists and clinical researchers.</td>
<td>Decision deferred: Need clarification of some details of the proposal before approving.</td>
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<td>4. Designated emphasis in MS (SOM) and PhD programs</td>
<td>-Some programs, in particular, the 1 year MS Global Health programs would like to offer an “emphasis” (like a minor) for their students. The reasons are that some students have expressed an interest in having an emphasis; and some faculty believe this would enhance the students’ career prospects.</td>
<td>Decision deferred: Need for information (e.g., how many courses would be required for a “designated emphasis” and what, if any, alterations in student assessments would be needed?)</td>
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<td>5. Guidelines for self-sustaining degree programs</td>
<td>- There are a growing number of self-sustaining degree programs, which may have a significant impact on state-supported programs.</td>
<td>Guidelines for program development, implementation and evaluation will soon be developed.</td>
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DPC report to Full Faculty for meeting to be held 5/20/2011:
Members: Abbey Alkon (Chair), Janine Cataldo, Adele Clark, Sandra Weiss, Judy Martin-Holland
Student Representatives: Anne Debattista, Emily Roberts

1. The doctoral students participated in the Interdisciplinary Research Week and presented at the Poster Palooza on Thursday, May 5th. Anne DeBattista, DPC student representative helped organized the event with the other schools. We are going to evaluate this experience for the students and faculty participation compared to the Community of Scholars (COS) held in the past.

2. DPC sponsored a faculty forum on the ANS courses. The faculty agreed that the ANS courses were successful but identified a problem with the ANS schedule. It was agreed to discuss ANS courses within each department each year to identify which ANSs will be taught and when. In addition, FORs should send the ANS title and schedule to Jeff Kilmer so he can post the ANS schedule on the UCSF website annually.

3. DPC discussed the need to have all doctoral students complete the CITI and HIPAA certificates in the first quarter of their program. Erica Froelicher, FOR for N209B Quantitative Research Design, agreed to include the completion of the Certificates as a part of the research course first quarter.

4. DPC will participate with MPC and faculty to review the student-completed evaluation forms.

5. DPC sent out a letter to FORs for Fall and Winter modal courses taught to first and second year doctoral students to identify students they are concerned about. If a FOR is concerned about a student’s performance, they are asked to send a memo to the student and his/her advisor and to copy Judy Martin-Holland and DPC chair. This feedback is important to help the advisors and DPC help students who are having trouble and to intervene in the first 2 years of their program.

6. DPC members, Doctoral Screening Chair (Barbara Drew), and Judy Martin-Holland will be meeting with UC, Davis School of Nursing faculty during their visit to our campus to discuss how the UC, Davis faculty (1) assign doctoral students to advisors and (2) how they include faculty outside the SON as committee members for their students.

Prepared by,
Abbey Alkon, DPC Chair
Master's Program Council  
Spring Quarter 2011 Full Faculty Meeting Report

Meetings held: March 4, 2011, April 1, 2011 and May 6, 2011. 
Final meeting will occur on June 3, 2011.

Members: Mary Lynch, Angel Chen (Vice Chair), Susan Janson, Suzan Stringari-Murray, Susan Chapman, Barbara Drew, Judy Martin-Holland (Ex Officio), Lynda Mackin (Chair). Student representatives: Elena Seitz and Breanne Cisneros

Summary of key activities and actions

1) MPC revised MS core curriculum subcommittees continued their work.
   a. Evaluation Committee (Chair Nancy Stotts, Teresa Scherzer): Second focus group with student held in April (for winter quarter courses). FORs of new/revised core curriculum courses received feedback from subcommittee based on student focus group feedback, teaching observation, syllabus evaluation, course evaluation summaries and FOR self evaluation. Recommendations and request for action plans have been given to all FORs in writing. In two cases, small work groups were convened to serve as advisors for the FORs. Summary of overarching themes from evals were condensed and sent to all faculty via their respective MPC reps.
   b. “Mind the Gaps” Specialty Focus Gap Analysis Group (Amy Levi): Has not met this quarter.
   c. CNS Competency Group (Teresa Koetters): Has not met this quarter
   d. Connected Teaching (JoAnne Saxe and Judy Martin Holland): Next Connected Teaching events planned for May and June 2011

2) Change of reference and style format for Comprehensive Examination: Faculty Council requested MPC consider a change in the style format for the Comprehensive examination from APA Style to a more commonly used format. Two MPC members explored options, but ultimately recommended that no change in the format be made at this time.

3) Standardization of CLE course format: Small work group convened in May to discuss a standardized approach to using CLE features. Work continues, recommendation to follow.

4) MPC briefly considered request from administration to review and revise/propose language relating to professionalism and student misconduct. Concurrent work is being done on the campus level. MPC updated some language for the handbook last year (AY2010-2011). No further work on this issue will be done by this council at this time. Suggest next MPC Chair and Council consider convening a task force to address this request.

5) New course evaluation system: A task force has been formed to review and provide recommendations for the new course evaluation system, E*Value, planned to start fall 2011. Linda McIntyre is the chair of this task force.

6) Global Health was approved as an official minor for the SoN. Sally Rankin is the faculty point person for this minor option.

7) N241A and N241B have been waived for students in the Health Policy track. The corresponding course for students in this track is N211A.
8) Comp Exams. Two issues: 1) Request from MPC to department Comp Coordinators Group to review content provided by non-UCSF workshop leader regarding the comprehensive exam. 2) Request next year’s Comp Coordinators Group consider a method to offer an electronic scoring platform.

9) S204/N248 Global and Local Health Disparities and Inequalities (3 units) was approved as a “sociocultural” course.

10) Open Forums were offered for each meeting. The purpose of the Open Forum is to provide faculty an opportunity to comment on the new core curriculum and to attend the portion of the monthly MPC meeting when new core curriculum topics are discussed. Guest attendance ranged from 2-7 faculty/staff per session.

11) N234A & B Evidence Based Project Planning: Council heard updates on course development progression. Has now completed two pilot cycles. Many lessons learned. Recommended and approved that this course be optional for MS student for fall 2010-winter 2012. It was recommended that individual Specialty Directors and Faculty determine if they still wish to require it for their individual students.